

**AGENDA**  
**REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL**  
**121 WEST FIFTH STREET, HOLTVILLE, CALIFORNIA**

**June 22, 2015**  
**OPEN SESSION**  
**6:00 PM**

Ginger Ward, Mayor  
Jim Predmore, Mayor Pro Tem  
Mike Goodsell, Council Member  
David Bradshaw, Council Member  
Richard Layton, Council Member

Steve Walker, City Attorney  
Denise Garcia, Interim City Clerk  
Nick Wells, City Manager  
Pete Mellinger, City Treasurer

**THIS IS A PUBLIC MEETING**

*If there is an item on the agenda on which you wish to be heard, please come forward to the microphone at the time the item is being addressed. State your name for the record. All other items can be addressed during the Public Comments portion of the agenda. The Mayor reserves the right to place a time limit on each person asking to be heard.*

**CITY COUNCIL**

**CLOSED SESSION 5:30 PM**

**CONFERENCE WITH LABOR NEGOTIATORS:**

*(Government Code Section 54957.6)*

Agency Negotiator: City Manager/City Attorney  
Classified Employees

**PUBLIC EMPLOYMENT:**

*(Government Code Section 54957.6)*

City Manager Evaluation  
Evaluation Criteria

**CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:**

*(Government Code Section 54956.9(a))*

City of Holtville vs. Black Dog Farms  
City of Holtville vs. Willowbend Mobile Home Park

**CITY COUNCIL:** Meeting Called To Order

**PLEDGE OF ALLEGIANCE:**

**INVOCATION:**

**CITY CLERK RE:** Verification of Posting of the Agenda

**EXECUTIVE SESSION ANNOUNCEMENTS:** Steve Walker, City Attorney

**PUBLIC COMMENTS:** This is time for the public to address the City Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you and when you come to the microphone, please state your name and address for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

**CONSENT AGENDA:**

*The items on the Consent Agenda are to be approved without comment. Should any Council Member or member of the public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the New Business Agenda.*

1. Approval of the Minutes from the Special Meeting of June 8, 2015.
2. Current Demands 34709 to 34738

## **REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:**

### **UNFINISHED BUSINESS:**

- 3. Discussion/Related Action** to regarding Adoption of **RESOLUTION #15-14** Adopting the Budget for the 2015-2016 Fiscal Year – Nick Wells, City Manager

### **NEW BUSINESS:**

- 4. Discussion/Related Action** to Adopt **RESOLUTION #15-16** Authorizing a One-Time Payment of One Percent (1%) Cost of Living Adjustment to Permanent Full-Time Employees of the City of Holtville Covered Under the 2010 Memoranda of Understanding for Management/Supervisory and Classified Personnel – Nick Wells, City Manager
- 5. Discussion/Related Action** regarding Adoption of **RESOLUTION #15-15** Requesting FY 2014-15 Article 8e Funds for Bus Shelters/Benches – Justina Arce, City Planner
- 6. Discussion/Related Action** to Establish a Committee to Make Recommendations on Animal Care and Control in the city including Establishment of a “Trap-Neuter-Release” (TNR) Program – Nick Wells, City Manager

### **INFORMATION ONLY:**

- 7. Discussion Only** regarding Average Development Impact Fees Imperial County – City Manager, Nick Wells
- 8. City Manager Report** – Nick Wells
  - a.** Fire Chief – Alex Silva
  - b.** Water/Wastewater Supervisor – Frank Cornejo
  - c.** Public Works Supervisor – Alex Chavez
- 9. Items for Future Meetings:**

### **ADJOURNMENT:**

I, Denise Garcia, Interim City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall on June 19, 2015.

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**THE MINUTES OF THE REGULAR MEETING OF  
THE HOLTVILLE CITY COUNCIL**

**June 08, 2015**

MEETING DATE:	6/22/15
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

The regular meeting of the Holtville City Council was held on Monday, June 8, 2015 at 5:30 p.m. in the Civic Center. Council Members present were Richard Layton, Mike Goodsell, Ginger Ward, Jim Predmore, and David Bradshaw. Staff members present were Nick Wells, Denise Garcia and Manuel Deleon. City Attorney Steve Walker, City Treasurer Pete Mellinger and City Planner Justina Arce were also present.

**CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:**

Mayor Ginger Ward called the meeting to order at 5:31 p.m.

**CITY COUNCIL & SUCCESSOR AGENCY OPEN SESSION MEETING CALLED TO ORDER:**

Mayor Ginger Ward called the meeting to order at 6:05 p.m.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Mayor Ginger Ward.

**INVOCATION:**

Vacancy Pastor Mike Beyer, St. Paul's Lutheran Church

**CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:**

The Interim City Clerk verified that the agenda was duly posted on June 5, 2015.

**EXECUTIVE SESSION ANNOUNCEMENTS:**

Direction was given to staff.

**CONFERENCE WITH LABOR NEGOTIATORS:**

*(Government Code Section 54957.6)*

Agency Negotiator: City Manager/City Attorney

Classified Employees

No Reportable Action Taken.

**PUBLIC EMPLOYMENT:**

*(Government Code Section 54957.6)*

City Manager Evaluation

Evaluation Criteria

No Reportable Action Taken.

**CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:**

*(Government Code Section 54956.9(a))*

City of Holtville vs. Black Dog Farms

City of Holtville vs. Willowbend Mobile Home Park

No Reportable Action Taken.

**PUBLIC COMMENTS:**

None

## **CONSENT AGENDA:**

- 1. Approval of the Regular Minutes of the City Council Meeting of May 11, 2015.**
- 2. Current Demands #34666 To #34708.**

A motion was made by Mr. Predmore and seconded by Mr. Layton to approve Consent Agenda item 1 & 2. The motion carried in the form of a roll call vote.

AYES: Layton, Ward, Goodsell, Bradshaw, Predmore  
NOES: None  
ABSENT: None  
ABSTAIN: None

## **REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:**

Denise Garcia reported on the upcoming Ice Cream Social and invited Council to work in the City's Root Beer Float Booth. She also informed Council that Public Swim at the City Pool would begin on Saturday, June 13<sup>th</sup>.

Police Chief Manuel DeLeon informed Council that he and his deputies would be present at local school graduations.

City Treasurer apologized for missing the last meeting where the State of the City Address was given by Mayor Ward.

Jim Predmore reported that he had attended an ICTC meeting as well as a SCAG meeting in Los Angeles. He also attended a ribbon cutting ceremony and dinner at Bethel Church.

Ginger Ward reported that he attended the League of Cities Dinner at Grasso's and the Holtville Farmer's Market and Car Show.

Mike Goodsell reported that he attended an Airport Land Use Meeting, the League of Cities Dinner, the Farmer's Market and Car Show and the Holtville High School Baccalaureate at Cornerstone Church.

David Bradshaw reported that he attended the League of Cities Dinner and the Holtville Farmer's Market and Car Show.

Steve Walker reported that he attended the League Dinner.

Nick Wells reviewed his written report to Council.

Justina Arce reported that Holtville Estates has a new site plan with smaller floor plans available for the next phase of building. Ms. Arce also informed Council that Auto Zone should be turning dirt this week.

## **UNFINISHED BUSINESS:**

### **3. Discussion/Related Action to Adopt RESOLUTION #15-12 Temporarily Decreasing Development Impact Fees – Nick Wells, City Manager**

A motion was made by Mike Goodsell and seconded by David Bradshaw to adopt Resolution #15-12 temporarily decreasing the Development Impact Fees specifically for Sewer and Water rates, with a two-thirds reduction for residential and a fifty percent reduction to commercial properties. All members present were in favor and the motion carried in the form of a roll call vote.

AYES: Layton, Ward, Goodsell, Bradshaw, Predmore

NOES: None

ABSENT: None

ABSTAIN: None

## **NEW BUSINESS:**

### **4. Discussion/Related Action regarding Adoption of RESOLUTION #15-13 Establishing an Appropriations Limit for the 2015-16 Fiscal Year – Nick Wells, City Manager**

A motion was made by Mr. Layton and seconded by Mr. Predmore to approve Resolution #15-13 establishing an Appropriations Limit for the 2015-16 Fiscal Year. All members present were in favor and the motion carried in the form of a roll call vote.

AYES: Layton, Ward, Goodsell, Bradshaw, Predmore

NOES: None

ABSENT: None

ABSTAIN: None

## **INFORMATION ONLY:**

### **5. City Manager Report – Nick Wells**

- a. Police Chief – Manuel DeLeon
- b. Water/Wastewater Supervisor – Frank Cornejo
- c. Public Works Supervisor – Alex Chavez

Written reports were provided by the following: City Manager, Water/Wastewater Supervisor, Police Chief, Public Works Foreman, and City Planner.

### **6. Items for Future Meetings**

- Council Member David Bradshaw requested that amounts for Development Impact Fee reductions for Parks, Police, and Fire be brought back at the next Council Meeting for Discussion Only.
- Council Member Richard Layton requested that an item be placed on the next agenda and information presented to Council for consideration of a T.N.R. program and the possibility of a committee formation to address the stray animal issue in Holtville.

## **ADJOURNMENT:**

There being no further business to come before Council, Mayor Ward adjourned the meeting at 6:52 p.m.

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Virginia Ward, Mayor

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Denise Garcia, Interim City Clerk

Council Minutes 06/08/15

(2)

# CITY OF HOLTVILLE

## Monthly Check Register

MEETING DATE: 6-22-15 Page: 1

APPROVED FOR AGENDA

CITY MANAGER \_\_\_\_\_

FINANCE MANAGER \_\_\_\_\_

CITY ATTORNEY \_\_\_\_\_

Date : 6/17/2015 8:56:12 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 34709 Check Date : 6/3/2015						
Vendor : 1850 A/C SERVICES						
10	67670	6/2/2015	29	REPAIR TO UTILITY TRUCK 3651	FD	260.00
Invoice Amount : 260.00		Discount Amount : 0.00		Check Amount : 260.00		
Check Number : 34710 Check Date : 6/3/2015						
Vendor : 8041 AFLAC						
10	67660	6/2/2015	226272	INSURANCE PREMIUM	Admin	122.81
Invoice Amount : 122.81		Discount Amount : 0.00		Check Amount : 122.81		
Check Number : 34711 Check Date : 6/3/2015						
Vendor : 5360 AMERICAN LEGION EMBLEM SALES						
10	67669	6/2/2015	FLAG	U.S. FLAG	PW	592.86
Invoice Amount : 592.86		Discount Amount : 0.00		Check Amount : 592.86		
Check Number : 34712 Check Date : 6/3/2015						
Vendor : 1796 ARAMARK SERVICES, INC.						
10	67602	5/22/2015	APRIL 2015	UNIFORMS (PW)	PW	671.84
11	67602	5/22/2015	APRIL 2015	UNIFORMS (PW)		615.44
12	67602	5/22/2015	APRIL 2015	UNIFORMS (PW)		574.07
Invoice Amount : 1,861.35		Discount Amount : 0.00		Check Amount : 1,861.35		
Check Number : 34713 Check Date : 6/3/2015						
Vendor : 2030 BLUE SHIELD OF CALIFORNIA						
10	67657	6/2/2015	JUNE 2015	HEALTH INSURANCE PREMIUM	Admin	3,911.46
11	67657	6/2/2015	JUNE 2015	HEALTH INSURANCE PREMIUM		2,313.36
12	67657	6/2/2015	JUNE 2015	HEALTH INSURANCE PREMIUM		2,074.18
Invoice Amount : 8,299.00		Discount Amount : 0.00		Check Amount : 8,299.00		
Check Number : 34714 Check Date : 6/3/2015						
Vendor : 1884 ESTRADA SYSTEMS GROUP, INC.						
10	67662	6/2/2015	6038	COMPUTER CONSULTING; BACKUP	Admin	1,485.00
11	67662	6/2/2015	6038	COMPUTER CONSULTING; BACKUP		787.50
12	67662	6/2/2015	6038	COMPUTER CONSULTING; BACKUP		292.50
Invoice Amount : 2,565.00		Discount Amount : 0.00		Check Amount : 2,565.00		
Check Number : 34715 Check Date : 6/3/2015						
Vendor : 2399 HARTFORD						
10	67663	6/2/2015	JUNE 2014	LIFE INS. PREMIUM	Admin	218.32
11	67663	6/2/2015	JUNE 2014	LIFE INS. PREMIUM		35.96
12	67663	6/2/2015	JUNE 2014	LIFE INS. PREMIUM		38.99
Invoice Amount : 293.27		Discount Amount : 0.00		Check Amount : 293.27		
Check Number : 34716 Check Date : 6/3/2015						
Vendor : 7842 HAZARD CONSTRUCTION COMPANY						
22	67666	6/2/2015	PMT# 5	CONSTRUCTION PAYMENT # 5 4TH Street		155,875.94
Invoice Amount : 155,875.94		Discount Amount : 0.00		Check Amount : 155,875.94		
Check Number : 34717 Check Date : 6/3/2015						
Vendor : 1638 HOME DEPOT/GECF						
10	67667	6/2/2015	3015071	TOOLS; STORAGE FOR FLAG	PW FD	25.96
11	67667	6/2/2015	3015071	TOOLS; STORAGE FOR FLAG		189.44
10	67668	6/2/2015	6100382	CHAIN SAW FOR ENGINE; CLEANIN		371.47
Invoice Amount : 586.87		Discount Amount : 0.00		Check Amount : 586.87		
Check Number : 34718 Check Date : 6/3/2015						
Vendor : 1910 HUMANA						
10	67658	6/2/2015	JUNE 2015	DENTAL INSURANCE PREMIUM	Admin	547.40
11	67658	6/2/2015	JUNE 2015	DENTAL INSURANCE PREMIUM		652.85
12	67658	6/2/2015	JUNE 2015	DENTAL INSURANCE PREMIUM		385.50



# CITY OF HOLTVILLE

## Monthly Check Register

Date : 6/17/2015 8:56:12 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Invoice Amount : 1,585.75		Discount Amount : 0.00		Check Amount : 1,585.75		
Check Number	: 34719	Check Date	: 6/3/2015			
Vendor	: 8359 IMPERIAL COUNTY AREA AGENCY ON AGING					
10	67661	6/2/2015	SD15-16 24	2015-16 SENIOR DIRECTORY	Admin	500.00
Invoice Amount : 500.00		Discount Amount : 0.00		Check Amount : 500.00		
Check Number	: 34720	Check Date	: 6/3/2015			
Vendor	: 1908 IMPERIAL COUNTY OFFICE OF EDUCATION					
10	67671	6/2/2015	15-003	DEMARCATION POINTS IVTA NETV	Admin	1,250.00
Invoice Amount : 1,250.00		Discount Amount : 0.00		Check Amount : 1,250.00		
Check Number	: 34721	Check Date	: 6/3/2015			
Vendor	: 8358 LUKE KISER					
11	67655	6/2/2015	719 BEALE	WATER DEPOSIT REFUND	Admin	183.90
Invoice Amount : 183.90		Discount Amount : 0.00		Check Amount : 183.90		
Check Number	: 34722	Check Date	: 6/3/2015			
Vendor	: 4575 PYRAMID CONSTRUCTION, INC.					
22	67665	6/2/2015	PMT# 6	ALAMO RIVER CONSTRUCTION Payment		11,015.44
Invoice Amount : 11,015.44		Discount Amount : 0.00		Check Amount : 11,015.44		
Check Number	: 34723	Check Date	: 6/3/2015			
Vendor	: 1043 SELLERS PETROLEUM					
10	67672	6/2/2015	MAR0065	FUEL (FD)	FD	13.45
10	67673	6/2/2015	MAR0066	FUEL (PW)		20.00
11	67673	6/2/2015	MAR0066	FUEL (PW)	PW	10.00
12	67673	6/2/2015	MAR0066	FUEL (PW)		9.38
Invoice Amount : 52.83		Discount Amount : 0.00		Check Amount : 52.83		
Check Number	: 34724	Check Date	: 6/3/2015			
Vendor	: 8339 SIMNSA HEALTH PLAN					
10	67659	6/2/2015	JUNE 2015	HEALTH INS. PREMIUM	Admin	137.55
11	67659	6/2/2015	JUNE 2015	HEALTH INS. PREMIUM		1,391.37
12	67659	6/2/2015	JUNE 2015	HEALTH INS. PREMIUM		420.25
Invoice Amount : 1,949.17		Discount Amount : 0.00		Check Amount : 1,949.17		
Check Number	: 34725	Check Date	: 6/3/2015			
Vendor	: 8354 VAN DYKE CORP.					
12	67674	6/2/2015	18060	CONSTRUCTION PAYMENT # 16	Out fail	106,638.27
Invoice Amount : 106,638.27		Discount Amount : 0.00		Check Amount : 106,638.27		
Check Number	: 34726	Check Date	: 6/3/2015			
Vendor	: 8116 VANTAGE POINT TRANSFER AGENTS - 108793					
10	67676	6/3/2015	PP# 11	PP#11 RETIREMENT; LOAN REPA	Admin	3,167.89
11	67676	6/3/2015	PP# 11	PP#11 RETIREMENT; LOAN REPA		1,007.93
12	67676	6/3/2015	PP# 11	PP#11 RETIREMENT; LOAN REPA		858.66
10	67677	6/3/2015	PP# 12	PP # 12 PENSION REPA; RETIREM		3,177.55
11	67677	6/3/2015	PP# 12	PP # 12 PENSION REPA; RETIREM		1,014.01
12	67677	6/3/2015	PP# 12	PP # 12 PENSION REPA; RETIREM		866.50
Invoice Amount : 10,092.54		Discount Amount : 0.00		Check Amount : 10,092.54		
Check Number	: 34727	Check Date	: 6/3/2015			
Vendor	: 2012 VERIZON WIRELESS					
10	67664	6/2/2015	JUNE 2015	CELL PHONE SERVICE	Admin	203.23
11	67664	6/2/2015	JUNE 2015	CELL PHONE SERVICE		199.29
12	67664	6/2/2015	JUNE 2015	CELL PHONE SERVICE		121.74
Invoice Amount : 524.26		Discount Amount : 0.00		Check Amount : 524.26		
Check Number	: 34728	Check Date	: 6/3/2015			
Vendor	: 2055 VISION SERVICE PLAN					

# CITY OF HOLTVILLE

## Monthly Check Register

Date : 6/17/2015 8:56:12 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	67656	6/2/2015	JUNE 2015	INSURANCE PREMIUM FOR VISION		112.11
11	67656	6/2/2015	JUNE 2015	INSURANCE PREMIUM FOR VISION	Admin	147.63
12	67656	6/2/2015	JUNE 2015	INSURANCE PREMIUM FOR VISION		82.13
Invoice Amount		: 341.87	Discount Amount		: 0.00	Check Amount : 341.87
Check Number		: 34729	Check Date		: 6/4/2015	
Vendor		: 8016 AT&T MOBILITY				
10	67684	6/4/2015	JUNE 15- 5069	CELL PHONE CHARGES	Admin	85.56
Invoice Amount		: 85.56	Discount Amount		: 0.00	Check Amount : 85.56
Check Number		: 34730	Check Date		: 6/9/2015	
Vendor		: 1158 I.C. BUILDING & PLANNING				
12	67730	6/9/2015	OUTFALL MAIN	APPLICATION FEES FOR 11 PERMIT	Out Fall Main	1,980.00
Invoice Amount		: 1,980.00	Discount Amount		: 0.00	Check Amount : 1,980.00
Check Number		: 34731	Check Date		: 6/11/2015	
Vendor		: 8041 AFLAC				
10	67727	6/9/2015	448615	INSURANCE PREMIUM	Admin	122.81
Invoice Amount		: 122.81	Discount Amount		: 0.00	Check Amount : 122.81
Check Number		: 34732	Check Date		: 6/11/2015	
Vendor		: 1658 DENISE GARCIA				
10	67762	6/1/2015	ICE CREAM SOCIA	SUPPLIES FOR ICE CREAM SOCIAL		171.95
Invoice Amount		: 171.95	Discount Amount		: 0.00	Check Amount : 171.95
Check Number		: 34733	Check Date		: 6/11/2015	
Vendor		: 2403 HIGHLINE COOLING, LLC				
10	67761	6/1/2015	JUNE 2015	OFFICE RENT PD/FD	PD/FD	2,000.00
Invoice Amount		: 2,000.00	Discount Amount		: 0.00	Check Amount : 2,000.00
Check Number		: 34734	Check Date		: 6/11/2015	
Vendor		: 1015 HOLT GROUP, THE				
22	67731	6/9/2015	15-03-002	(361) CONSTRUCTION MANAGEME		13,164.00
22	67732	6/9/2015	15-03-003	(426) ENGINEERING SERVICES FOF		6,280.00
12	67733	6/9/2015	15-03-004	(434) WASTEWATER TREATMENT		31,045.00
10	67734	6/9/2015	15-03-005	(440) PLAN CHECK SERVICES FOR		2,160.00
10	67735	6/9/2015	15-03-018	(047) GENERAL PLANNING SERVICI		1,121.25
10	67736	6/9/2015	15-03-019	(207) BLDG. PERMITS AND HOME O		1,522.00
12	67737	6/9/2015	15-03-020	(295) OUTFALL MAIN PIPELINE		80.22
22	67738	6/9/2015	15-03-021	(315) ALAMO RIVER TRIAL		485.88
12	67739	6/9/2015	15-03-022	(323) WASTEWATER PLANT APPLIC		47.50
12	67740	6/9/2015	15-03-023	(327) SRF GRANT APPLICATION FO		35.00
22	67741	6/9/2015	15-03-024	(335) ICTC & MISC. TRANSPORTAT		591.25
12	67742	6/9/2015	15-03-025	(356) USDA OUTFALL MAIN GRANT		140.00
22	67743	6/9/2015	15-03-026	(026) 9TH STREET EXTENSION & PE		527.50
22	67744	6/9/2015	15-03-026-1	(383) RSTP WALNUT IMPROVEMEN		1,230.00
22	67745	6/9/2015	15-03-027	(391) ALAMO RIVER HCF GRANT AC		17.50
22	67746	6/9/2015	15-03-028	(394) 4TH STREET SIDEWALK PROJ		1,012.50
22	67747	6/9/2015	15-03-030	(423) NORTH SIDE OF 5TH STREET		1,283.42
22	67748	6/9/2015	15-03-031	(436) COMPLETE STREETS PLAN		401.67
10	67749	6/9/2015	15-03-032	(438) AUTO ZONE SITE PLAN REIVE		1,544.00
12	67750	6/9/2015	15-03-097	(408) NAD BANK		144.17
Invoice Amount		: 62,832.86	Discount Amount		: 0.00	Check Amount : 62,832.86
Check Number		: 34735	Check Date		: 6/11/2015	
Vendor		: 1389 HOLTVILLE FIREFIGHTERS ASSOCIATION				
10	67729	6/9/2015	HFA DUES	FIRE ASSOCIATION DUES FROM PF	FD	210.00
Invoice Amount		: 210.00	Discount Amount		: 0.00	Check Amount : 210.00



# CITY OF HOLTVILLE

## Monthly Check Register

Date : 6/17/2015 8:56:12 AM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
<b>Check Number : 34736      Check Date : 6/11/2015</b>						
<b>Vendor : 2297 IMPERIAL COUNTY SHERIFF'S DEPT.</b>						
10	67728	6/9/2015	013115-1	SHERIFF SERVICES FOR JANUARY 2015 <i>Sheriff</i>		78,481.08
<b>Invoice Amount : 78,481.08</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 78,481.08</b>		
<b>Check Number : 34737      Check Date : 6/12/2015</b>						
<b>Vendor : 1301 DRISCOLL'S</b>						
10	67778	6/12/2015	44416	LIFE GUARD T SHIRTS <i>PW</i>		110.16
<b>Invoice Amount : 110.16</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 110.16</b>		
<b>Check Number : 34738      Check Date : 6/16/2015</b>						
<b>Vendor : 1158 I.C. BUILDING &amp; PLANNING</b>						
12	67881	6/16/2015	LATERAL PERMIT	LATERAL BUILDING PERMIT FOR <i>OUT FALL Main</i>		180.00
<b>Invoice Amount : 180.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount : 180.00</b>		

Total Number of Vendors	:	28	:	0.00
Total Number of Checks Printed	:	30		
Total Number of Voided Checks	:	0		
Largest Check Amount	:	155,875.94		
Total for all Checks Printed	:	450,765.55		
Total for Voided Checks	:	0.00		
Net Amount of Checks Printed	:	450,765.55		

## Summary

Fund	Amount
10 GENERAL FUND	104,317.71
11 WATER	8,548.68
12 SEWER	146,014.06
22 LOCAL TRANSPORTATION FUND - TDA	191,885.10

**City of Holtville**  
**REPORT TO COUNCIL**

**DATE ISSUED:** June 22, 2015  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** Resolution No. 15-14 *Adopting the Fiscal Year 2015-16 Budget*

Meeting Date	<u>06/22/15</u>
Item Number	<u>3</u>
Approvals	City Manager <u>NW</u>
	Finance _____
	City Attorney _____

**ISSUE**

Shall the City Council adopt Resolution Number 15-14, adopting the Fiscal Year 2015-16 Budget, as presented by the Finance Department and City Manager?

**DISCUSSION**

Over the course of the past few months, GL Analyst Hector Orozco has worked closely with the City Manager to develop the budget for the 2015-16 fiscal year. Utilizing past revenue and expenditure levels, projections for the current year and input from staff, management and City Council regarding future contingencies, a fair projection of the year's finances has been developed.

The City Council has had the opportunity to review, comment and amend the various sections of the budget over the past few months of discussion. What input was provided has been incorporated.

**FISCAL IMPACT**

Revenue and expenditures for the year are expected to be similar to what has been presented.

**CITY MANAGER RECOMMENDATION**

It is recommended that the City Council approve the budget as presented.

**ALTERNATIVES**

Not to adopt and begin Fiscal Year 2015-16 without an adopted budget.

## **HOLTVILLE CITY COUNCIL RESOLUTION NUMBER 15-14**

### **A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ADOPTING A BUDGET FOR FISCAL YEAR 2015-16 AND RESCINDING ALL PRIOR RESOLUTIONS RELATED TO THE APPROPRIATION OF FUNDS**

**WHEREAS**, the City Manager and Finance Department have submitted the 2015-16 Budget to the City Council for its review and consideration in accordance with budget policies and objectives established by the City Council; and

**WHEREAS**, the 2015-16 Budget is effective on July 1, 2015, and is based upon extensive use of historical revenue and expenditures, public comment and direction of the City Council received at a scheduled budget workshop held on May 4, 2015, and at regularly scheduled meetings of the City Council; and

**WHEREAS**, in said fiscal year beginning July 1, 2015, there is hereby appropriated out of the Treasury of the City of Holtville for municipal purposes and for allowances to be used by the various departments and activities of said City for the fiscal year 2015-16, the sum of \$7,031,663 in the amounts, allowances and estimates more particularly set forth and described in said budget as listed on the "Exhibit A" appended to this Resolution and on file in the office of the City Clerk; and

**WHEREAS**, all previous appropriations are hereby cancelled and the balances remaining therein are applied to finance the new appropriations set forth in this budget; and

**WHEREAS**, the City Manager has the authority to execute expenditures up to \$15,000 without prior approval of the City Council; and

**WHEREAS**, all increases in the fiscal year 2015-16 budget of funds, departments and/or activities shall be made by the City Council except that the City Manager may, on his own initiative and without prior approval of the City Council, transfer between budget accounts within a fund, activity, or capital improvement fund, or from a budget account or appropriation, to the said fund reserve, amounts determined to be in excess of actual requirements; as long as such changes are reported regularly to the City Council; and

#### **NOW, THEREFORE, THE CITY OF HOLTVILLE DOES HEREBY RESOLVE:**

1. That the City Council finds that the fiscal year 2015-16 budget (Fund summaries attached as Exhibits B, C, D & E) is based upon reasonable estimates of revenues and expenditures resulting in balanced budgets in the General, Water, Sewer, Trash, Local Transportation, Local Transportation Authority, CDBG and HOME Funds, with a deficit budget for the Gas Tax Fund.
2. That the City Council of the City of Holtville, California, does hereby adopt this Resolution approving the fiscal year 2015-14 budget as set forth.
3. That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council, this 22<sup>nd</sup> day of June, 2015.

\_\_\_\_\_  
Virginia Ward, Mayor

Attest:

\_\_\_\_\_  
Denise Garcia, Interim City Clerk

STATE OF CALIFORNIA)  
COUNTY OF IMPERIAL) S.S.  
CITY OF HOLTVILLE)

I, Denise Garcia, Interim City Clerk of the City of Holtville, California, DO HEREBY CERTIFY, that the foregoing Resolution was duly passed, approved and adopted at a regular meeting of the City Council of the City of Holtville, California, on the 22<sup>nd</sup> day of June, 2015, by the following vote:

**CITY OF HOLTVILLE**  
**2015-16 Budget**  
**Schedule of Revenue Expenditures**

***Exhibit "A"***

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net Income</u>
General Fund	\$2,660,267	(\$2,534,959)	\$125,308
Water Operating Fund	1,591,000	(1,525,683)	65,317
Sewer Operating Fund	1,410,100	(1,218,530)	191,570
Trash Operating Fund	240,000	(213,500)	26,500
Gas Tax Fund	147,057	(300,000)	(152,943)
Local Transportation Fund	932,587	(932,587)	0
Local Transportation Authority Fund	475,000	(304,380)	170,620
Sidewalk Fund	10,000	0	10,000
CDBG/HOME Program Funds	32,045	(2,024)	30,021
 Total 2015-16 Appropriations	 \$7,498,056	 (\$7,031,663)	 466,393

**CITY OF HOLTVILLE**  
**2015-16 General Fund Budget Summary**

**GENERAL FUND**

<b>REVENUES</b>	<b>Property Taxes</b>	<b>Other Taxes</b>	<b>Licenses, Prmts, Fines</b>	<b>Use of Money</b>	<b>Other Agy's / Services</b>	<b>Other Revenue</b>	<b>TOTAL REVENUE</b>
	\$112,700	\$942,600	\$3,425	\$8,300	\$935,742	\$657,500	\$2,660,267

	<b>Salaries</b>	<b>Benefits</b>	<b>Personal Expenses</b>	<b>Supplies &amp; Services</b>	<b>Data Processing</b>	<b>Outlay</b>	<b>Total G&amp;A Expenses</b>
<b>ADMINISTRATION</b>							
CITY COUNCIL	\$21,000	\$1,722	\$7,100	\$7,300	\$200	\$0	\$37,322
CITY MANAGER	\$166,475	\$45,179	\$12,000	\$5,450	\$3,800	\$0	\$232,904
PLANNING	\$0	\$0	\$120	\$77,300	\$500	\$0	\$77,920
ENGINEERING	\$0	\$0	\$0	\$30,000	\$0	\$0	\$30,000
CITY CLERK	\$12,180	\$999	\$250	\$3,986	\$4,250	\$0	\$21,665
FINANCE	\$61,276	\$22,473	\$2,250	\$60,000	\$7,616	\$0	\$153,615
CITY TREASURER	\$1,800	\$125	\$0	\$0	\$0	\$0	\$1,925
CITY ATTORNEY	-	-	-	\$80,000	\$0	\$0	\$80,000
NON-DEPARTMENTAL	\$0	\$0	\$95,000	\$35,900	\$0	\$0	\$130,900
<b>ADMIN TOTAL</b>	<b>\$262,731</b>	<b>\$70,497</b>	<b>\$116,720</b>	<b>\$299,936</b>	<b>\$16,366</b>	<b>\$0</b>	<b>\$766,251</b>
<b>SAFETY</b>							
POLICE	\$0	\$0	\$0	\$818,550	\$0	\$0	\$818,550
DISPATCH	\$0	\$0	\$0	\$114,100	\$0	\$0	\$114,100
ANIMAL CONTROL	\$5,441	\$2,781	\$350	\$7,200	\$0	\$0	\$15,772
FIRE	\$245,897	\$91,032	\$14,300	\$99,050	\$6,620	\$7,500	\$464,399
<b>SAFETY TOTAL</b>	<b>\$251,338</b>	<b>\$93,813</b>	<b>\$14,650</b>	<b>\$1,038,900</b>	<b>\$6,620</b>	<b>\$7,500</b>	<b>\$1,412,821</b>
<b>PUBLIC WKS</b>							
STREETS	\$31,600	\$13,918	\$3,500	\$69,250	\$3,500	\$0	\$121,767
PARKS	\$58,292	\$20,677	\$2,600	\$77,800	\$5,000	\$500	\$164,869
GOV'T BLDGS	\$0	\$0	\$0	\$69,250	\$0	\$0	\$69,250
<b>PUBLIC WKS TOTAL</b>	<b>\$89,892</b>	<b>\$34,595</b>	<b>\$6,100</b>	<b>\$216,300</b>	<b>\$8,500</b>	<b>\$500</b>	<b>\$355,887</b>
<b>TOTAL GF REVENUE OVER EXPENSES</b>							<b>\$125,308</b>

Exhibit "B"



# CITY OF HOLTVILLE

## 2015-16 Enterprise Funds Budget Summary

	Revenue	Salaries & Benefits	Personal Expenses	Materials, Supplies & Services	Data Processing	Outlay	Transfers, Debt/Cap	Total Expenditures
<b>WATER</b>	<b>\$1,591,000</b>							
Treatment		\$195,860	\$6,550	\$352,300	\$3,300	\$17,500	(\$25,000)	\$1,566,000
Distribution		\$193,694	\$5,050	\$70,150	\$7,166	\$1,000	\$194,892	(\$770,402)
Meters		\$24,687	\$1,250	\$24,200	\$0	\$0	\$403,083	(\$680,143)
						\$0	\$0	(\$50,137)
							<b>Net Enterprise Income</b>	<b>\$65,317</b>
<b>SEWER</b>	<b>\$1,410,100</b>							
Collection		\$187,407	\$5,000	\$61,350	\$6,566	\$11,000	(\$225,000)	\$1,185,100
Treatment		\$196,312	\$6,000	\$197,800	\$6,350	\$50,000	\$186,395	(\$457,719)
Lift Stations		\$0	\$0	\$15,000	\$0	\$0	\$64,350	(\$520,812)
						\$0	\$0	(\$15,000)
							<b>Net Enterprise Income</b>	<b>\$191,570</b>
<b>TRASH</b>	<b>\$240,000</b>							
							(\$213,500)	\$26,500

Exhibit "C"

**CITY OF HOLTVILLE**  
**2015-16 Transportation Funds**

<b>Description</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Net Revenue Over Expenditures</b>
<b>GAS TAX (Fund 21)</b>	147,057	300,000	(152,943)
<b>Local Transportation Funds (Fund 22)</b>	932,587	932,587	-
<b>Local Transportation Auth (Fund 23)</b>	475,000	304,380	170,620
<b>Sidewalk Fund (Fund 24)</b>	10,000	-	10,000
<b>Prop 42 Fund (Fund 25)</b>	75	-	75
<b>Transportation Total</b>	<b>1,564,719</b>	<b>1,536,967</b>	<b>27,752</b>

**Exhibit "D"**

**CITY OF HOLTVILLE**  
**2014-15 CDBG-Home**

Fund	Description	Revenue	Expenditures	Net Revenue Over Expenditures
36	Business Assistance Loan Program	-	-	-
37	Façade Improvement Program	-	-	-
38	PTA Sewer Study	-	-	-
42	CDBG General Fund	4,089	974	3,115
43	CDBG 1st Time Home Buyer Fund	-	-	-
44	CDBG Housing Rehab '93 Fund	4,600	-	4,600
45	CDBG Housing Rehab '95 Fund	10,000	-	10,000
47	CDBG Housing Rehab '99 Fund	3,060	1,000	2,060
	<b>CDBG Total</b>	<b>21,749</b>	<b>1,974</b>	<b>19,775</b>
46	HOME "Rehab" Fund	10,296	50	10,246

**Exhibit "E"**

**City of Holtville**  
**REPORT TO COUNCIL**

**DATE ISSUED:** June 22, 2015  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** Resolution No. 15-16 *Authorizing Payment of a One-Time 1% Cost of Living Allowance to Employees of the City of Holtville*

<b>Approvals</b>	Meeting Date	<u>06/22/15</u>
	Item Number	<u>4</u>
	City Manager	<u>NW</u>
	Finance	<u>                    </u>
	City Attorney	<u>                    </u>

**ISSUE**

Shall the City Council adopt Resolution Number 15-16, authorizing a one-time payment of 1% (one percent) of annual salary as a Cost of Living Allowance (COLA) to employees of the City of Holtville working under the Classified and Management/Supervisory Employees Memoranda of Understanding?

**DISCUSSION**

The two groups representing employees of the City of Holtville are for Classified Employees and Management/Supervisory Employees. Both are working under the terms set forth in the July, 2010, Memoranda of Understanding that has since gone without amendment. During negotiation discussions, the City Council has made various offers of a one-time COLA as a concession to not adding a permanent increase. Realizing that the current fiscal year is coming to a close and as a "Good Faith" effort to help push negotiations along, the Council directed the City Manager and City Attorney to notify the bargaining units of the decision to pay out a one-time 1% COLA on the next payroll. That payroll was completed last week and the employees given the compensation.

Negotiations have continued and progress is being made, but a new agreement is still at least a few weeks away. This expenditure, however, has been recorded in the current fiscal year.

**FISCAL IMPACT**

Calculated compensation was \$7,765 spread between the General, Water and Sewer Funds proportional to established labor allocations.

**CITY MANAGER RECOMMENDATION**

It is recommended that the City Council approve the expenditure.

**ALTERNATIVES**

Rescind the directive and resulting expenditure.

**HOLTVILLE CITY COUNCIL  
RESOLUTION NUMBER 15-16**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL AUTHORIZING PAYMENT OF A ONE-TIME COST OF LIVING ALLOWANCE TO PERMANENT FULL TIME EMPLOYEES OF THE CITY COVERED UNDER THE CLASSIFIED AND MANAGEMENT/SUPERVISORY MEMORANDA OF UNDERSTANDING OF 2010, CALCULATED AT 1% (ONE PERCENT) OF PROJECTED REGULAR ANNUAL COMPENSATION**

**WHEREAS**, the City Council of the City of Holtville has recognized the Classified Employees and Management/Supervisory Employees groups (hereinafter "Employees"); and

**WHEREAS**, the City Council has previously adopted Resolution No. 09-04, Resolution No. 11-22 and Resolution No. 14-10 establishing the current Salary Schedule; and

**WHEREAS**, employees are not currently represented by a recognized employee bargaining unit, as that term is defined in the Meyers-Milias Brown Act (California Code Section 3500 et Seq.); and

**WHEREAS**, the City Council and representatives of the groups are in continued good faith negotiations concerning the terms and conditions of continued employment with the City; and

**WHEREAS**, the City Council desires to provide reasonable compensation, terms and conditions for employees, simultaneously weighing the fiscal constraints imposed upon the City to adopt this resolution; and

**NOW, THEREFORE, THE CITY OF HOLTVILLE DOES HEREBY RESOLVE:**

1. The City Council does hereby authorize the one-time expenditure for a Cost of Living Allowance to permanent full time City employees in the "Classified" and Management/Supervisory" categories.
2. That this payment was authorized to be processed as an addition to regular remuneration on the June 19, 2015, payroll.
3. That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council, this 22<sup>nd</sup> day of June, 2015.

\_\_\_\_\_  
Virginia Ward, Mayor

Attest:

\_\_\_\_\_  
Denise Garcia, Interim City Clerk

STATE OF CALIFORNIA)  
COUNTY OF IMPERIAL) S.S.  
CITY OF HOLTVILLE)

I, Denise Garcia, Interim City Clerk of the City of Holtville, California, DO HEREBY CERTIFY, that the foregoing Resolution was duly passed, approved and adopted at a regular meeting of the City Council of the City of Holtville, California, on the 22<sup>nd</sup> day of June, 2015, by the following vote:

5



MEETING DATE:	6/22/15
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

## cc staff report

Report #1

**To:** Nicholas Wells, City Manager  
City Council

**From:** Carlos Flores, Assistant Planner

**Date:** June 22, 2015

**Project:** Submission of Article 8 (e) Funding Claim Forms for  
Fiscal Year 14/15 Claim- Bus Stop Benches and/or Equipment

---

### Summary:

<b>Applicant:</b>	City of Holtville
<b>Projects:</b>	Multiple Locations
<b>Pending Action:</b>	Approve Article 8e Claim for FY 14/15 via Resolution 15-15
<b>Zoning:</b>	Various
<b>General Plan:</b>	Various
<b>Environmental:</b>	Exempt

### INTRODUCTION AND BACKGROUND

Article 8 (e) of the State Transit Assistance Fund (STA) provides funding for the administration of the Transportation Development Act (TDA) in Imperial County and certain other TDA high priority programs. Under this Article, funding is given for transit services as well as for projects meeting public transportation needs. Eligible projects include, but are not limited to, the maintenance, improvements, and/or installation of bus shelters and/or benches. The purpose of this staff report is to obtain City Council authorization and approval of the 14/15 FY Article 8 (e) Claim.



## **ISSUES FOR DISCUSSION**

### **Unclaimed Funds**

Article 8e funds are allocated every fiscal year and must be claimed by the end of that same fiscal year or else they are lost, as these funds do not carry over. Managers are sometimes notified as early November or as late as April of the funds available to each jurisdiction. Article 8 (e) allocations to the local jurisdictions date back as early as F/Y 9/10. ICTC has no record of the City of Holtville claiming any of the Article 8 (e) funds allocated to the City in previous years.

ICTC decided to take a different notification approach and discussed the issue at the TAC meeting. The Holt Group was apprised of this situation during the May TAC meeting and since followed up with the City Manager for action.

### **Available Funding and Project Selection**

Annual allocations are based on population. The City has been allocated \$2,684 for FY 14/15. The City must select projects for fund allocation and thus the following project is being proposed to be completed under the Article 8 (e) Allocation for FY 14/15: The City intends to install and maintain bus benches and/or equipment at existing bus stops.

### **Claim Status**

Claims for any fiscal year are dependent on the availability of the prior year LTF/Article 8 Audit. The 13/14 FY Audit has been completed by Moss, Levy & Hartzheim on June 11, 2015, and thus the City may proceed with the claim. In order to proceed with the documentation of the projects and to draw the funds available, the Imperial County Transportation Commission (ICTC) Claim Forms for Article 8 (e) funds need to be completed and submitted. The required packet has been completed by The Holt Group and must include the following:

- Claimant Information/Checklist for TDA Claims
- Article 8 (e) Non-Transit Claim Form
- Financial Reporting Form
- Justification Statements
- Governing Body Resolution (pending action via Resolution 15-15)
- Statement of Assurances
- 13/14 Local Transportation Audit

## **FISCAL IMPACT/PENDING ACTION**

If approved by City Council, the Public Works Department will need to procure the benches and/or equipment necessary for the bus stop on West 5<sup>th</sup> Street (Holt Park). An attempt will be made to use the same material and style specified for the East 5<sup>th</sup> Street bus stop (El Zorro Loco Easement). It is anticipated that the expenditures will be within the \$2,684.00 budget thus no fiscal impact is anticipated.

## **RECOMMENDATION AND ACTION**

The deadline to claim the FY 14/15 funds is **June 30, 2015**. Staff is recommending that Article 8 (e) Funds for FY 14/15 be allocated to the aforementioned projects and action be considered as follows:

1. Adopt Resolution 15-15 approving the allocation of funds for the FY 14/15 Installation of bus shelter benches and/or equipment in the amount of \$2,684.

### **Alternative**

2. Not Adopt Resolution 15-15 and provide alternative directive to staff.

If you have any questions or concerns regarding the information on this report please contact me at [jarce@theholtgroup.net](mailto:jarce@theholtgroup.net) or at (760) 337-3883.

**RESOLUTION NO. 15-15**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE  
APPROVING THE ARTICLE 8c APPLICATION FOR INSTALLATION OR MAINTENANCE  
OF BUS BENCHES, SHELTER, & EQUIPMENT UNDER THE TRANSPORTATION  
DEVELOPMENT ACT (SB 325), PUC 99400**

**WHEREAS**, The Transportation Development Act (SB 325) provides that each Transportation Planning Agency may allocate funds to specific transit purposes; and

**WHEREAS**, the City of Holtville has recognized the need for the installation and maintenance of bus shelters and related equipment; and

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Holtville determines as follows:

1. To authorize the City Manager as the City's authorized signatory and designated contact person;
2. To allocate the funds available to the City of Holtville allocated for the FY 14/15 installation of bus shelters and equipment in the amount of \$2,684.

**AND**

3. To apply for funds available to the City of Holtville allocated for ICTC Transit Services in the amount of \$2,684.

**PASSED, APPROVED AND ADOPTED** at a regular meeting of the Holtville City Council of the City of Holtville held on this 22<sup>nd</sup> day of June, 2015.

---

Ginger Ward, Mayor  
City of Holtville

I, Denise Garcia, Interim City Clerk of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the City Council of said City of Holtville at a regular meeting thereof held on the 22<sup>nd</sup> day of June 2015, and that the same was approved by the Mayor of said City of Holtville on said date, and that the same was adopted by the following roll call vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

---

Denise Garcia, Interim City Clerk  
City of Holtville

8a

## City of Holtville

### REPORT TO COUNCIL

MEETING DATE:	6/22/15
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

**DATE ISSUED:** June 15, 2015  
**FROM:** Alex Silva, Fire Chief  
**SUBJECT:** Monthly Report for May 2015

**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

During the month of May we responded to 60 emergency calls. We participated in the annual Red Card Training, this training is mandatory for firefighters responding to wild land fires not only in the Imperial Valley but state wide.

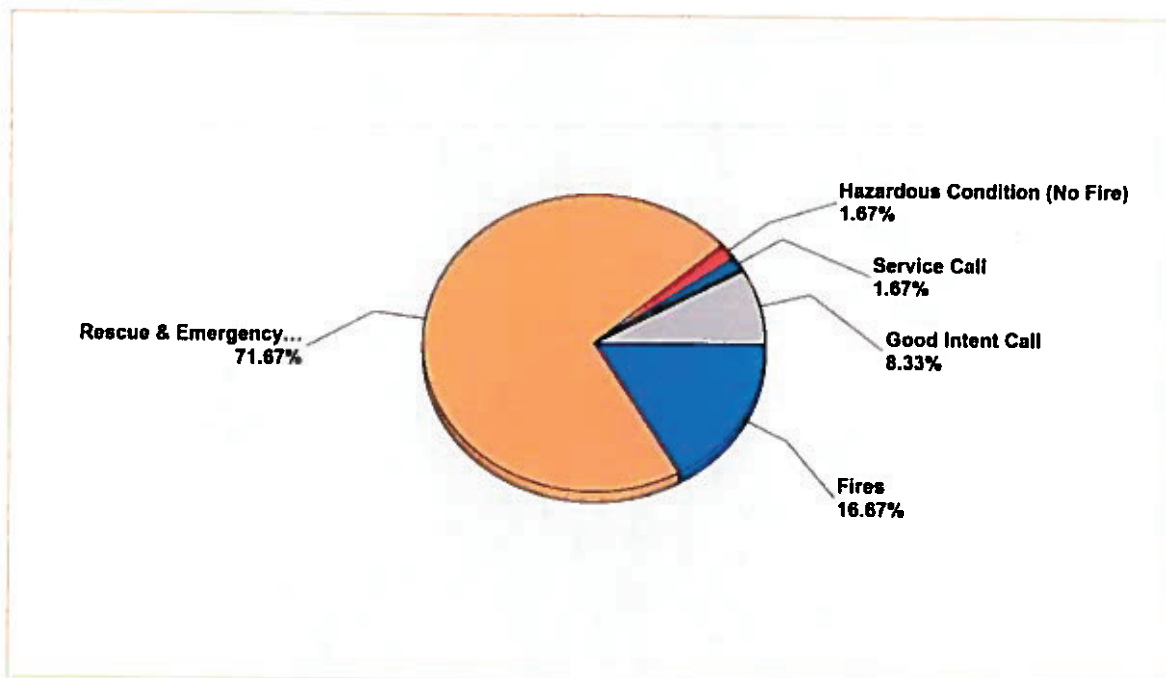
If you notice that our fire department vehicles are not as "Clean" , we are doing our part during this water drought effecting the state. The vehicles are cleaned with dusters, in the event of mud or smoke, then we will wash the engines. We still take pride on our appearance but we try to assist our beautiful state.

The following is the monthly report for the month of May 2015.

Emergency calls	60
Training hours	205
Residential inspections	43
Commercial inspections	15

Cordially submitted

Alex Silva  
Fire Chief



#### MAJOR INCIDENT TYPE # INCIDENTS % of TOTAL

Fires	10	16.67%
Rescue & Emergency Medical Service	43	71.67%
Hazardous Condition (No Fire)	1	1.67%
Service Call	1	1.67%
Good Intent Call	5	8.33%
<b>TOTAL</b>	<b>60</b>	<b>100.00%</b>

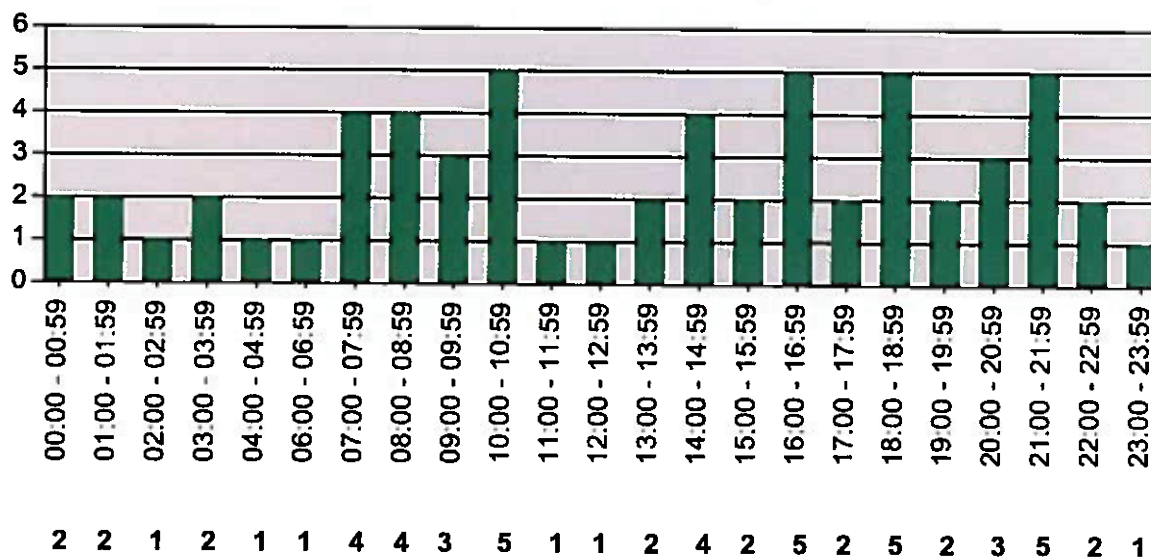
#### ACTION TAKEN # INCIDENTS PERCENTAGE

10 - Fire control or extinguishment, other	5	8.33%
11 - Extinguishment by fire service personnel	4	6.67%
12 - Salvage & overhaul	3	5%
14 - Contain fire (wildland)	1	1.67%
23 - Extricate, disentangle	1	1.67%
31 - Provide first aid & check for injuries	7	11.67%
32 - Provide basic life support (BLS)	11	18.33%
33 - Provide advanced life support (ALS)	25	41.67%
55 - Establish safe area	1	1.67%
71 - Assist physically disabled	1	1.67%
74 - Provide apparatus	1	1.67%
76 - Provide water	1	1.67%
82 - Notify other agencies.	2	3.33%
86 - Investigate	4	6.67%
93 - Cancelled en route	3	5%
<b>TOTAL:</b>	<b>70</b>	

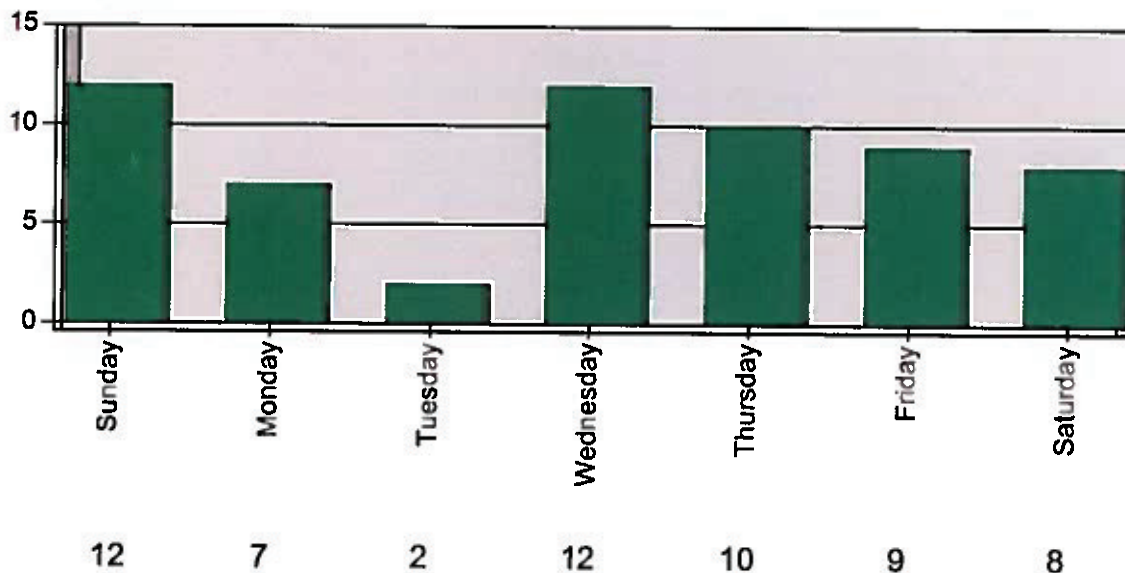
Total	Property loss	Content loss	Total loss	Average loss
2	\$12,700.00	\$700.00	\$13,400.00	\$6,700.00

Date	Number	Incident type	Property loss	Content loss	Loss total	% of total
05/05/2015	0259	322 - Motor vehicle accident with injuries	\$12,000.00	\$200.00	\$12,200.00	91.04%
05/16/2015	0278	121 - Fire in mobile home used as fixed residence	\$700.00	\$500.00	\$1,200.00	8.96%

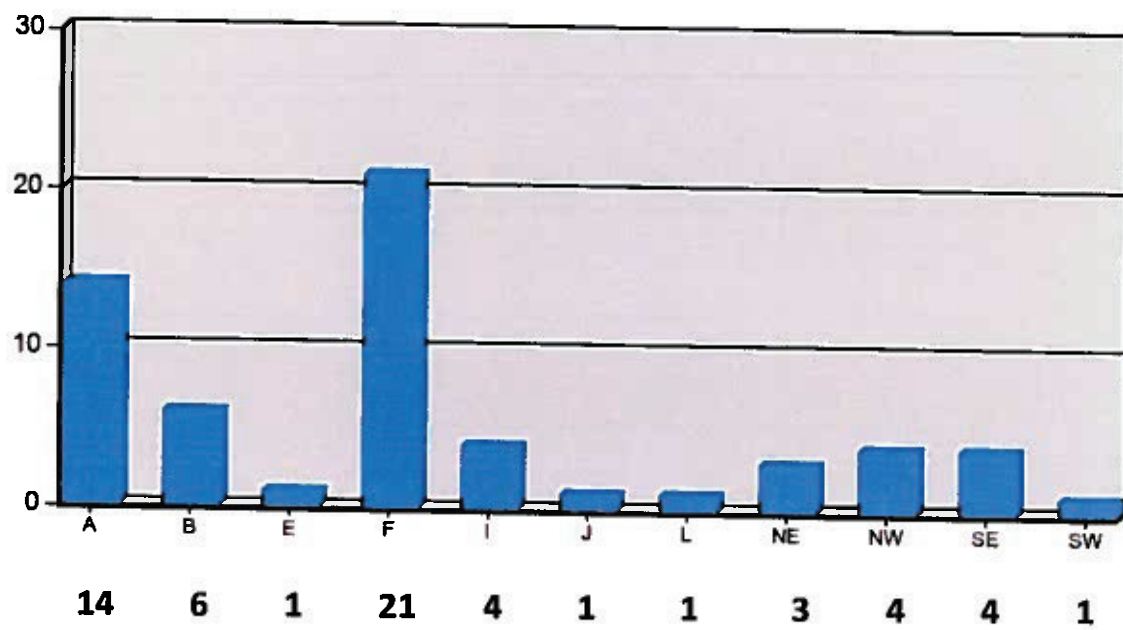
## Hour of the day



## Day of the week



## Zones





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**City of Holtville**

**REPORT TO CITY COUNCIL**

MEETING DATE:	<u>6/22/15</u>
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

**DATE ISSUED:** June 16th, 2015

**FROM:** Frank Cornejo  
Water/Wastewater Operations Supervisor

**SUBJECT:** Water / Wastewater Plant Operations & Maintenance Summary

***THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.***

The purpose of this report is to inform council of the operations and maintenance activities completed at the City's water-wastewater treatment facilities during the period between 06/03/15 to 06/16/15.

Also attached to this report is an updated spreadsheets detailing both the 2015 year-to-date violations related to NPDES Permit (*ammonia*) noncompliance for our wastewater facility, as well as the quarterly Disinfection Byproduct (TTHM) reporting form.

**Water Treatment Plant:**

- Staff completed installation of south clarifier vacuum blower unit and put in service.
- Staff completed replacement of ASCO filter-to-waste solenoid valves on filter sample lines.
- Staff excavated/exposed damaged 2" conduit pipe at filtration control panel for repair work.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

**Waste Water Treatment Plant:**

- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

**Respectfully Submitted,**

A handwritten signature in black ink, appearing to be 'FC' with a stylized flourish.

**Frank Cornejo.  
Water/Wastewater Operations Supervisor  
City of Holtville**



## STATE WATER RESOURCES CONTROL BOARD

## California Integrated Water Quality System Project (CIWQS)

## Mandatory Minimum Penalty Report

This MMP Report shows only mandatory minimum penalty violations associated with Water Code sections 13385(h) and (i) and 13385.1(a).

[\[VIEW PRINTER FRIENDLY VERSION\]](#) [\[EXPORT THIS REPORT TO EXCEL\]](#)

SEARCH CRITERIA: [\[REFINE SEARCH\]](#) [\[NEW SEARCH\]](#) [\[GLOSSARY\]](#)

Region (7), County (Imperial) Occurred between 1/1/2015 and 12/31/2015

Region	Agency	Facility	WDID	MMP Exempt Violations	Serious Reporting Violations	Serious Effluent Violations	Chronic Violations	Vio w/ MMP Enf	Vio Fully Resolved (Paid and Historical)	Vio w/o MMP Enf	Total MMP Vios
7	Calexico City	<a href="#">Calexico City WWTP</a>	7A130101011	0	0	0	1	0	0	1	1
7	Holtville City	<a href="#">Holtville City WWTP</a>	7A130105011	0	0	0	19	0	0	19	19
7	Imperial Irrigation District	<a href="#">Imperial ID Grass Camp Hatchery</a>	7A130128015	0	0	0	6	0	0	6	4
7	Seeley Cnty WD	<a href="#">Seeley CWD WWTP</a>	7A130111013	0	0	0	4	0	0	4	4
TOTAL (PAGE)				0	0	0	30	0	0	30	30
TOTAL (REPORT)				0	0	0	30	0	0	30	30

Page 1 of 1

Go To Page:

1



Records/Page

**Violation:** An instance of non-compliance

**Serious Reporting Violation:** Defined by California Water Code section 13385.1 as a failure to file a discharge monitoring report pursuant to Section 13383 for each period of 30 days following the deadline for submitting the report, if the report is designed to ensure compliance with limitations contained in waste discharge requirements that contain effluent limitations.

**Serious Effluent Violation:** Serious violation as defined by California Water Code section 13385(h). Waste discharge exceeds the effluent limitation for a Group I pollutant by 40% or more (CAT1), or a Group II pollutant by 20% or more (CATs).

**Chronic Violation:** Chronic violation as defined by California Water Code section 13385(i). To be counted as a chronic violation, there must be 3 prededing violations within a 180 day period. The fourth non-serious violation that occurs within the 180 day period is an MMP violation.

# Quarterly TTHM Report for Disinfection Byproducts Compliance (in µg/L or ppb)

System Name: City of Holtville System No.: 1310005 Year: 2015 Quarter: 2nd

Sample Date (month/date):	2013				2014				2015				2016				2017			
Quarter:	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Site 1																				
Site 2																				
Site 3	68.0	140.0	180.0																	
Site 4	74.0	130.0	180.0																	
Site 5	79.0	140.0	240.0																	
Site 6																				
Site 7																				
Site 8																				
Site 9	82.0	91.0	91.0	110.0	83.0	86.0	110.0													
Site 10	69.0	78.0	93.0	130.0	84.0	88.0	110.0													
Site 11																				
Site 12																				
Quarterly Average	73.7	136.7	200.0	75.5	84.5	92.0	120.0	83.5	87.0	110.0										
Running Annual Average				121.5	124.2	113.0	93.0	95.0	95.6	100.1										
Meets Standard (check box)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Number of Samples Taken	3	3	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2

Identify the sample locations in the table below.

Site	Sample Location
1	
2	
3	Public Works Yard
4	Barabara Worth Country Club - Pro Shop
5	5th Street & Holt Ave.
6	
7	
8	
9	Hydrant @ Melon Ave. & Underwood Rd.
10	Hydrant @ 2009 Anderholt Rd.
11	
12	

Comments:

6/16/2015

Date

Signature

\*If, during the first year of monitoring, any individual quarter's average will cause the running annual average of that system to exceed the standard, then the system is out of compliance at the end of that quarter.



**City of Holtville  
REPORT TO COUNCIL**

MEETING DATE:	6-22-15
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

**DATE ISSUED** June 17th , 2015  
**FROM:** Public Works Foreman  
**SUBJECT:** Bi Monthly Report.

**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

The purpose of this report is to inform Council of Public Works activities since the last council meeting. Public Works has been actively working on or completed the following:

- Cleared sewer plugs at different locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town.
- Patch potholes in different locations in town.
- Ran main sewer lines in different locations in town.
- Removed and poured 140 ' of concrete sidewalk along 7th St. between Pine Ave. and Cedar Ave.
- Caught 8 dogs and 1 cat.
- Cleared brush from the two drains at the Holtville middle school.

Respectfully Submitted,

Alejandro Chavez  
Public Works Foreman  
City of Holtville